7-7670

28 December 1955

MEMORANDUM FOR: THE RECORD

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At the Deputies\* Meeting on 28 December 1955 it
was agreed that the information contained in the attached
memo would be dispatched to field stations

over the signature of the deputies concerned, with
the provision that the deputies might make such changes
as desirable without altering the meat of the message
contained in this memo.

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Executive Assists to the Director	ant C

JSE: ekt (28 Dec 55)
orig - Dep Mtg notes (ER file)

Approved For Release 2003/07/29 : CIA-RDP80R01731R001300030007-2

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MARCY : Socurity

This letter is prompted by a recent serious security breach at an everyone station. One of our senior officers checked out of a hotel and last his luggage and a brief once containing classified cables, disputches, and other documents concerning a covert project in the austody of a hotel exployer. Here the officer returned two hours later, he found his luggage but the brief case was missing. Obviously, the classified papers should not have been in the brief case in the first plane, but for the officer to allow the brief case out of his possession at all under the circumstances was as error in judgment which it is feared will have for-weaching effects are for as this particular project is concerned. Any time say simplex personnel set in motion such chain of events which may be remonship calculated to ment in a security breach, it reflects a serious lack of judgment on their part.

Adjust it is management that as professional intelligence officers you are thoroughly communicate with sound magnetty practices, it is felt measurement to reflect strongly the necessity for constant vigilance in the physical handling of classified material, particularly when it is moved cutside of the normal office area.

Therefore, places review the meanity practices persently in force at power station and have mention therough look at whether or not all personnel under your jurisdiction are following the magnitudes and sound procedures thoughtfully and conscientiously. Do not fail to go over all relevant processions even though many may appear too elementary to vaccount repetition.

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Security

This letter is prosped by a recent serious security breach at an oversees station. One of our senior officers checked out of a hotel and left his luggage and a brief case containing classified cables, disputches, and other documents concerning a covert project in the custody of a hotel employee. When the officer returned two hours later, he found his luggage but the brief case was missing. Obviously, the classified papers should not have been in the brief case in the first place, but for the officer to allow the brief case out of his possession at all under the circumstances was an error in judgment which it is found will have far-reaching effects as far as this particular project is concerned. Any time any MIRARY personnel set in motion such chain of events which may be reasonably calculated to result in a necurity breach, it reflects a serious lack of judgment on their part.

Although it is recognized that as professional intelligence officers
you are thoroughly conversant with sound security practices, it is felt
necessary to reiterate strongly the necessity for constant vigilance in
the physical bandling of classified meterial, particularly when it is nowed
outside of the normal office area.

Therefore, please review the security practices presently in force at your station and have snother thorough look at whether or not all personnel under your jurisdiction are following the regulations and sound procedures thoughtfully and conscientiously. Do not fail to go over all relevant precentions even though many may appear too elementary to warrant repetition.

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MEMORANDUM FOR: Chiefs of Stations and Bases

SUBJECT:

Security

l. I have noted with increasing concern certain laxness in observing basic principles of security in the handling of classified documents. Although I recognize that as professional intelligence officers you are thoroughly conversant with sound security practices, I feel that I must raise again the necessity for constant vigilance in the physical handling of classified material, particularly when it is moved outside of the normal office area.

This letter was prompted by my learning of a recent security breach at an overseas station. One of our senior officers checked out of a hotel and left his luggage and brief case containing classified cables, dispatches, and other documents concerning a major covert project in the custody of a hotel employee. When the officer returned two hours later, he found his luggage but the brief case was missing. Obviously, the classified papers should not have been in the brief case in the first place, but for the officer to allow the brief case out of his possession at all under the circumstances was an error in judgment which we fear may have far-reaching effects as far as this particular project is concerned. The first place that the first place is the first place that the first place is concerned to the first place that the first place is concerned to the first place that the first place the first place that the first place is concerned to the first place the first place that the first place the f

3. Please review the security practices presently in force at your Station and have another look at whether or not all personnel under your jurisdiction are following the regulations thoughtfully and conscientiously. No not fail to go our all refer at precautions the precaution way appears the many may appear to the many may appear to the precaution of the precaution of